**Finance Report - Board Meeting May 26th, 2021 - Amended.**

A Finance Committee meeting was held on May 12, 2021, where the conversation with Carole Fuller was discussed. Carole advised us that fund accounting is not the way to go, as we are government funded. Instead, what is required is that the board pass a motion to designate certain monies as restricted funds for a specific use. (see motions below).

Regular approval procedures were followed, in terms of approving / verifying payroll, VISA, Bank Reconciliation and expenses. Joellen and the Treasurer review each and file an authorization with the Bookkeeper.

**Comments re: office space.**

After the discussion last week on office space, and after discussions with the rest of the finance committee, I thought I’d take the opportunity to make my views known. I really don’t think that we get appropriate value from spending $12,000 (or so) a year on office and meeting space. I would like us to seriously consider option of renting meeting and storage space (if that came with a mailing address, it would be better). We have shown over the COVID months (years?) that we can in fact operate without central office space. It is clear, that we need a place to hold meetings, training etc., and a place to meet people and exchange materials etc.) I would like to see the space efforts being redirected toward looking for options for meeting/storage. I don’t view this approach as casting an unfavourable light on the organization, but rather a strong positive that we’ve adapted, and are not spending money on a under-utilized resource. Hopefully we can factor this into the discussion on space.

Depending on the budget and office space discussions, motion 1. below may need to be modified.

We will need to make 4 motions at this meeting:

1. Motion to transfer funds to the PDCG to increase our reserves: (one of a or b):
   1. a transfer to PDCF in the amount of $5,000 be held in restricted funds until the transfer is made to The Perth and District Community Foundation to be held and invested on behalf of the Lanark County Community Justice Program Inc. in the current spend down fund. The purpose of the fund is to be designated as a reserve fund for the use by Lanark County Community Justice Program Inc. Accordingly, the previous approval to hold $15,000 at the April 28th, 2021, board meeting is withdrawn.

**or**

1. $2000 of the surplus will be used to increase staff wages by the cost of living 2.5% for 2021/22 and $3000 will be held in restricted funds until the transfer is made to The Perth and District Community Foundation to be held and invested on behalf of the Lanark County Community Justice Program Inc. in the current spend down fund. The purpose of the fund is to be designated as a reserve fund for the use by Lanark County Community Justice Program Inc. Accordingly, the previous approval to hold $15,000 at the April 28th, 2021, board meeting is withdrawn.
2. that the following 2020/2021 funds be deferred to the 2021/22 fiscal year, $6000 from the County of Lanark for Restorative Parenting, $1500 from the Hub, $4,000 from Perth Rotary for Young Adult/Adult Diversion, $2,500 from 3-1 campaign from Debra Duffy (confidential) for the facilitator training of youth centre staff, $9,500 from the PDCF for the Restorative Families Program and Restorative Parenting Courses, $3,580 from the golf tournament.
3. That the $9,288 in individual donations from 2020/21 be restricted revenue for 2021/22
4. That the year end surplus amount of ($22,109- 1(a)decision) **or** ($20,109 for 1(b) decision), from 2020/21 be restricted for operations in 2021/22.

These decisions have an impact on our budget for next year.  The two comparable budgets have been distributed.